

1/13/95 (17)

TOWN OF NEW BOSTON
SELECTMEN'S MEETING MINUTES

January 13, 1995

A special meeting of the Board of Selectmen was called to order at 6:10 p.m. by Selectman Strong.

PRESENT: Michael S. Pimenta, Chairman
Harold "Bo" Strong, Selectman
Darlene M. Goodin, Selectman
Todd I. Selig, Town Administrator

Selectman Goodin moved to accept the minutes of the 1/3/95 non-public session. Selectman Strong seconded the motion. The vote was unanimous. The motion passed.

WAGE/SALARY DECISIONS:

The topic of the meeting was personnel wage/salary decisions for the Town employees in New Boston for Fiscal Year 1995. The following decisions were made:

The Town Administrator's salary will remain at \$32,000 per year until Fiscal Year 1996. This is a 40 hours per week position.

The wage of the Selectman's Secretary will be increased to \$11.30 per hour. This position will be increased to 40 hours per week.

The Deputy Town Clerk's wage will be increased to \$8.18 per hour. This position will be increased from 9 hours per week to 12 hours per week.

The Town Clerk's salary will be increased to \$323.28 per week. This is a 25 hour per week position.

The Bookkeeper's wage will be increased to \$9.87 per hour. This position will remain a 35 hour per week position.

The Deputy Tax Collector, being also the Selectmen's Secretary, will earn an additional \$1.00 for every hour worked as the Selectmen's Secretary.

The Tax Collector will earn a salary of \$8,108.00 per year, which will be divided over a 35 hour work week at 52 weeks per year. This sum of \$4.45 per hour will be added to the hourly wage of the Bookkeeper as the two positions are currently held by the same person.

The Planning Board Chairman will receive a token salary of

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\$1,000.00 per year.

The Planning Coordinator will receive a wage of \$15.53 per hour. This position will remain a 30 hour per week position, with the understanding that at some periods of the year, the Coordinator will be authorized to work additional hours if necessary. For budgeting purposes, the position will be budgeted for 30 hours per week for six months of the year, and 35 hours per week for the remaining six months of the year. The Planning Coordinator will be given twenty days of paid vacation this year as 1995 marks her fifteenth year of service with the Town.

The Planning Board Recording Secretary will receive a probationary wage of \$8.50 per hour until 5/95. Following the probationary period, the hourly wage will increase to \$8.93, unless the Selectmen find documentation which would cause them to increase this figure. This is a 40 hour per week position.

The Town Buildings Cleaning Person will receive \$10.00 per hour and is authorized to work six hours per week at the Town Hall.

A Handy Man position will be created. This individual will be paid on the same wage scale as the Exterior Library Custodian. This is an "as needed" position. The current hourly rate for D. Chapman in this position is \$9.40 per hour. Two hours per week will be budgeted.

The Police Chief will receive a salary of \$745.67 per week.

The Police Department Administrative Secretary will not be reclassified to Executive Secretary. Instead, the Police Chief will have to either re-write the responsibilities of the Administrative Secretary to include what that individual currently undertakes OR reduce the Administrative Secretary's work load to conform with the those responsibilities currently listed in the Administrative Secretary job description. The wage scale for this position will remain as is. The Administrative Secretary will be paid \$10.58 per hour for a 40 hour work week.

The clerical position at the Police Department will be increased to \$9.27 per hour for Barbara Whipple. Lisa Sturgill will be paid \$8.83 per hour for her work in this position.

The Police Department's Full Time officer, Tim Lamy, will receive a wage of \$13.64 per hour. The Selectmen are still deliberating whether Mr. Lamy will receive a title change/promotion. Regardless of his rank/title, Mr. Lamy will receive \$13.64 per hour.

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The following part-time officer wage changes have been made:
D. Sims will receive \$11.26 per hour. T. Fleming will receive \$9.72 per hour. M. Fleming will receive \$9.72 per hour. S. Walsh will receive \$9.72 per hour.

The Fire Ward's Secretary will receive a wage of \$8.40 per hour.

The Fire Inspector will receive \$15.00 per hour for every hour worked.

The Building Inspector will Receive \$150.00 per day for each day worked.

The Building Department Secretary will receive \$9.48 per hour.

The Highway Department Secretary will receive \$9.48 per hour.

The Road Agent will receive \$14.98 per hour.

The Assistant Road Foreman will receive \$13.21 per hour.

The Heavy Equipment Operator, R. Bouchard, will receive \$12.20 per hour.

The Heavy Equipment Operator-Loader, T. Gordon, will receive \$10.86 per hour.

J. Riendeau will be reclassified to Heavy Equipment Operator at \$10.90 per hour.

The two laborers, D. Murray & K. Johnston, will both receive a wage of \$8.53 per hour.

The Head Librarian will receive \$11.17 per hour.

The Assistant Librarian (Children's Librarian) will receive \$8.90 per hour.

The Library Aides will receive \$8.52 per hour.

The Library Pages will receive \$5.63 per hour.

The Interior Library Custodian will receive \$11.17 per hour.

The Exterior Library Custodian will receive \$9.40 per hour.

The Transfer Station Manager will receive \$12.30 per hour.

The Transfer Station Assistant Manager will receive \$8.95 per

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hour.

The Transfer Station Attendant I, J. Thompson, will receive \$7.69 per hour.

Debbie Smith will be reclassified to an Attendant I and will receive \$6.55 per hour. This employee, however, will remain part-time at a maximum of 29 hours per week.

The Transfer Station Attendant II, T. Bateman, will receive \$6.30 per hour.

The Recreation Director will receive a salary of \$15,986.25 and will be upgraded to a 30 hours per week position making it full time.

The Recreation Department Secretary will work 15 hours per week at \$6.50 per hour.

OTHER BUSINESS:

The Selectmen authorized Town Administrator Selig to reconfigure the Independent Assessor's budget as unforeseen work has arisen requiring more than the previously agreed upon allocation.

The Selectmen authorized Town Administrator Selig to allow David Poole to purchase and install a new FCI Fire Alarm Panel for the Transfer station.

The Selectmen authorized the Road Agent to build \$1,793.00 into the Highway Department's budget for 1995. This was the cost of repairing the transmission of the Department's pick-up truck.

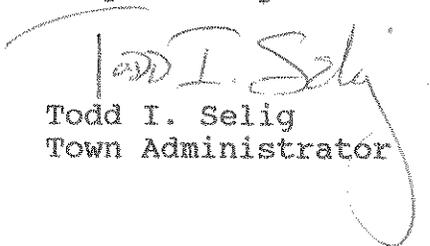
The Selectmen instructed Town Administrator Selig to investigate the Historical Society's request of installing a plaque on the Town's memorial rock next to the gazebo in the Town Square. This plaque would commemorate the three New Boston soldiers who fought in Operation Desert Storm.

The Selectmen decided to place the Police Chief's back-owed compensatory wages in the Department's budget, as opposed to in a separate warrant article.

Chairman Pimenta moved to adjourn the meeting at 12:15 a.m. on January 14, 1995. Selectman Goodin seconded the motion. The vote was unanimous.

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Respectfully submitted,



Todd I. Selig
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Town Administrator